

A G E N D A

**WORK SESSION
BOARD OF COMMISSIONERS
CITY OF FRANKFORT, KENTUCKY
315 WEST SECOND STREET
FRANKFORT, KY 40601
(502) 875-8500**

**APRIL 7, 2003
5:00 P.M. (EST)**

1. CALL TO ORDER/ROLL CALL

2. CITY MANAGER REPORT:

The City Manager will provide a report on City business and respond to any questions from the Board of Commissioners.

- a. Recap of Redevelopment Planning Retreat on 3/28-3/29/03.
- b. Frankfort Plant Board telephone service.
- c. Employee satisfaction survey.
- d. Budget meetings.

Attachments: None.

3. SPECIAL PROJECTS REPORT:

The Director of Public Works and other City staff will provide an update on public construction projects in the community.

- a. Hillwood Avenue sewer extension project.
- b. Allnutt Drive sewer replacement project.

Attachments: None.

4. DISCUSSION ITEMS:

- 4.1 Presentation of plans for the 2003 Kentucky Folklife Festival - Kentucky Historical Society/Kentucky Arts Council.

Background: Representatives from the Kentucky Folklife Program will be in attendance to highlight the planning for the 2003 special event to be held in the downtown area.

Attachments: Fax sheet - Friends of the Kentucky Folklife Festival, No. 3, dated 4/2/03.

- 4.2 Progress report from the Special Task Force on the Proposed South Frankfort Community Center.

Background: Per recent Board action, the Board extended the duration of the Special Task Force from 1/31/03 to a completion date in March, with the final report to be presented as soon as possible. Chairman Ed Powe has not been able to forward a final report from the Special Task Force, but has indicated his desire to present a progress report to the Board at the work session on 4/7/03.

Attachments: None.

- 4.3 Resolution Creating a Special Task Force on Sanitary Sewer Policies and Procedures for the Frankfort Sewer Department of the City of Frankfort, Kentucky.

Background: On 3/15/03, the Board held a special meeting in work session to conduct an open forum on sewer issues, which was very well attended by the public. One of the initiatives from this open forum was a proposal to create a Special Task Force to prioritize the development of certain sewer policies involving city wide impact. A draft resolution has been prepared for Board discussion.

Attachments: Draft resolution dated 4/1/03.

4.4 Proposed City of Frankfort Public Improvements Policy.

Background: The City Manager and Department Heads have been reviewing the City's purchasing system. Part of this study was to develop policies pertaining to public improvements. The purchasing study has been extended in order to perform an internal performance audit of the purchasing system. Per prior Board consensus, the advancement of the public improvements policy was proposed for discussion at the 4/7/03 work session. Public Works Director Jeff Hackbart and Sewer Director Bill Scalf will lead this discussion.

Attachments: Draft policy dated 4/3/03.

4.5 Adoption of the Manual on Uniform Traffic Control Devices.

Background: The Traffic Committee is recommending to the Board the formal action in the adoption of the guiding federal document on traffic control regulations. Members of the Traffic Committee will be in attendance to discuss this recommendation. The members are: Jeff Hackbart, Public Works Director; Ted Evans, Police Chief; and Bob Elliott, City Manager.

Attachments: None.

4.6 Proposed Administrative Regulations:

- a. Capital Improvements Program.
- b. Service Requests.
- c. Information Technologies Committee.
- d. Staff Liaisons.
- e. Management Team Meetings.

Background: The City Manager will discuss the initial adoption of the proposed administrative regulations in accordance with state law.

Attachments: Proposed administrative regulations dated 4/3/03.

5. AGENDA ITEMS SCHEDULED FOR REGULAR MEETING ON APRIL 21, 2003.

6. DEPARTMENTAL REPORTS

7. CITIZEN COMMENTS

8. OTHER BUSINESS

9. ADJOURNMENT